

# Mechanic

## OUR MISSION... To provide a clean, comfortable, and safe environment on Capitol Hill.

The Georgia Building Authority (GBA) is responsible for all services associated with the management of 36 buildings and various facilities located in the Capitol Hill Complex in Atlanta, Georgia, including the Georgia State Capitol building and the Governor's Mansion in northeast Atlanta. GBA provides maintenance, renovations, housekeeping, landscaping, food service, event catering, recycling, parking, and building access services to state employees housed in GBA-managed facilities.

### Job Information

**Job Type:** Full Time

**Number of Vacancies:** 1

**Unit:** Motor Pool

**Pay Grade:** SWD 11

**Hiring Salary:** \$24,322.01 - \$28,900.00

**Location:** Atlanta, GA

**Opens:** August 27, 2015

**Closes:** September 9, 2015

(Must be received by 5 p.m.)

To obtain the detailed job description or applicants who require accommodations for the application process should contact

404-463-5668 or e-mail

[hr-email@spo.ga.gov](mailto:hr-email@spo.ga.gov)

GBA will attempt to meet reasonable accommodation requests whenever possible.

### INTERESTED? Here's What You Need:

Email **resume** in Microsoft Word/PDF format to [hr-email@spo.ga.gov](mailto:hr-email@spo.ga.gov)

To ensure proper routing/handling of your credentials, copy/paste or type the following in the subject line of your email:

**Mechanic**



**Website:** [www.gba.ga.gov](http://www.gba.ga.gov)

### Position Overview

**Duties:** Under general supervision, maintains, diagnoses and repairs/rebuilds gasoline and/or diesel-powered engines, vehicles, and other motorized equipment.

**Qualifications (Agency Specific):** One year of experience as a journey level mechanic. Experience operating welding equipment and applying safety practices. Must have a valid Georgia Driver's License and meet the agency's requirements to be an authorized driver.

**Competencies:** Ability to communicate effectively both orally and in writing. Ability to establish and maintain positive and cooperative working relationships with those contacted in the course of work at all levels, including a culturally diverse general public, with a focus on quality service to internal and external customers. Ability to perform basic mathematical computations. Ability to follow oral and written directions.

If applying for a position that requires a degree, an official college transcript must be furnished. Only educational credentials from an accredited institution will be considered. GBA will select the most qualified applicants for an interview; only those selected for interviews will be updated on position status.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

**Due to a large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone. No notifications will be sent to applicants except to those who are selected for interviews.**